



WASHOE COUNTY

"Dedicated To Excellence in Public Service"

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CM/ACM _____
Finance LC/MS
DA KM
Risk Mgt. NA
HR NA
Grant Mgt. GE

STAFF REPORT

BOARD MEETING DATE: October 13, 2015

DATE: September 15, 2015
TO: Board of County Commissioners
FROM: Chuck Allen, Sheriff
THROUGH: Jerry Baldridge, Captain Special Operations Division
(775) 321-4912 jbaldridge@washoecounty.us Q/397

SUBJECT: Recommendation to approve a sub grant award [\$44,973.00, no match required] from the Nevada Division of Emergency Management, FFY 2015, Project number 97067HL5, to the Washoe County Sheriff's Office for the Citizen Corps Program. Grant term is retroactive from September 1, 2015 through August 31, 2017. If approved, direct the Comptroller's Office to make the necessary budget adjustments. (All Commission Districts)

SUMMARY

The Nevada Division of Emergency Management, through the Department of Homeland Security has awarded the WCSO funding for the Citizen Corps Program for several years. These funds are used to support the Citizen Corps Volunteer Program. Item was submitted to the first available BCC meeting once received.

Washoe County Strategic Objective supported by this item: Safe, secure and healthy communities.

PREVIOUS ACTION

None.

BACKGROUND

Each year, the Nevada Division of Emergency Management sub grants funds received through the Department of Homeland Security to the Washoe County Sheriff's Office for various projects. These funds were awarded for our Citizen Corps Program and will be used to support the part time pooled positions.

AGENDA ITEM # 5f1

GRANT AWARD SUMMARY

Project/Program Name: *Citizen Corps Program*

Scope of the Project: *To support the WCSO Citizen Corps Program*

Benefit to Washoe County Residents: *Increased volunteer program participation, increased emergency readiness and response for the community.*

On-Going Program Support: *Funds continue to support existing program.*

Award Amount: *\$44,973.00*

Grant Period: *9/1/15 – 8/31/17*

Funding Source: *Department of Homeland Security*

Pass through From: *Nevada Division of Emergency Management*

CFDA Number: *97.067*

Grant ID Number: *97067HL5*

Match Amount and Type: *no match required*

Indirect Cost Rate (applicable to the award):

Grant's recoverable indirect cost rate:

- Indirect costs are fully recoverable
- Sponsor does not allow for indirect cost recovery
- Sponsor has limited indirect cost recovery at ___ %
- Sponsor requires indirect Cost Rate Approved by Cognizant Agency

Special Terms & Conditions: *Standard and Federal assurances and requirements as attached to award document.*

Sub-Awards and Contracts: *None.*

FISCAL IMPACT

Should the board accept this grant award and approve these amendments, the adopted budget will be increased by \$44,973.00 in both revenues and expenditures in the following accounts:

Increase revenues;

11259 – 431100 (2015 CCP – Federal Grants)	\$44,973.00
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Increase Expenditures:

11259 – 701130 (2015 CCP – Pooled positions)	\$35,200.00
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11259 – 711210 (2015 CCP – travel)	\$ 2,049.00
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11259 – 710350 (2015 CCP – office supplies)	\$ 1,048.00
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11259 - 711504 (2015 CCP – equipment non cap)	\$ 5,851.00
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11259 - 710509 (2015 CCP – seminars and reg)	\$ 825.00
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No match required. This is a reimbursement based grant.

RECOMMENDATION

It is recommended that the Board of County Commissioners approve a sub grant award [\$44,973.00, no match required] from the Nevada Division of Emergency Management, FFY 2015, Project number 97067HL5, to the Washoe County Sheriff's Office for the Citizen Corps Program. Grant term is retroactive from September 1, 2015 through August 31, 2017. If approved, direct the Comptroller's Office to make the necessary budget adjustments.

POSSIBLE MOTION

Should the Board agree with staff's recommendation, a possible motion would be: Move to approve a sub grant award [\$44,973.00, no match required] from the Nevada Division of Emergency Management, FFY 2015, Project number 97067HL5, to the Washoe County Sheriff's Office for the Citizen Corps Program. Grant term is retroactive from September 1, 2015 through August 31, 2017. If approved, direct the Comptroller's Office to make the necessary budget adjustments.

Brian Sandoval
Governor



James M. Wright
Director

Caleb S. Cage
Chief

**Nevada Division of Emergency Management
Homeland Security**

2478 Fairview Drive
Carson City, Nevada 89701
Telephone: (775) 687-0300 • Fax: (775) 687-0322 • <http://dem.state.nv.us/>

August 26, 2015

Chuck Allen, Sheriff
c/o Jeanie Knowles, Grants Office
Washoe County Sheriff's Office
911 Parr Blvd.
Reno, NV 89512

Dear Sheriff Allen:

RE: Federal Fiscal Year 2015, Homeland Security Grant Award

The Department of Public Safety's Division of Emergency Management is pleased to enclose a Federal Fiscal Year 2015, State Homeland Security Program (SHSP) grant award in the amount of \$44,973.00.

The grant performance period is September 1, 2015 – August 31, 2017. The grant performance period is a condition of this grant award. All grant expenditures and reporting must be completed by the end of the grant performance period to receive reimbursement.

The grant award package includes the grant award, approved budget, investment justifications, federal and state assurances, a memorandum of understanding (MOU), reobligation guidelines, training guidelines and exercise guidelines. Please be aware that any modifications to the approved budget will require approval in advance, from this division through a "project change request" form. The federal and state assurances, along with the grant award documents, have been updated for the FFY 2015 grant cycle. Please review these documents carefully to ensure compliance.

In addition to the FFY2015 grant package each award includes a MOU. The MOU establishes an understanding with respect to the pass through of the State Homeland Security Grant Program (SHSP).

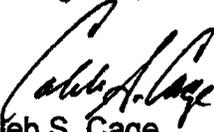
Chuck Allen
Page 2
August 26, 2015

In order to be compliant with the Federal Emergency Management Agency (FEMA) and the Federal Department of Homeland Security (DHS), the parties, must agree to the grant pass-through requirements set forth in each year's grant guidance and agree to the recommendations of the Homeland Security Working Group, Nevada Homeland Security Finance Committee, the Nevada Commission on Homeland Security and the SAA.

Please sign the original award, confirmation copy, federal and state assurances and MOU, and return the original grant award and the signed federal and state assurances to the Nevada Division of Emergency Management, 2478 Fairview Drive, Carson City, Nevada, 89701. Please retain the confirmation copy, budget, and a copy of the assurances for your records.

If you have any questions, or if we can be of assistance with the administration of this grant, please contact the Homeland Security Grant Section, Nevada Division of Emergency Management, at (775) 687-0300.

Best regards,



Caleb S. Cage

CSC/sw/cm

*Attachments: Grant Award
Budget
Assurances and Certifications
MOU
Reobligation Guidelines
Training Guidelines
Exercise Guidelines*



STATE OF NEVADA
DEPARTMENT OF PUBLIC SAFETY (NDPS)
DIVISION OF EMERGENCY MANAGEMENT (NDEM)

2478 Fairview Drive, Carson City, Nevada 89701
 Telephone (775) 687-0300, Fax (775) 687-0322

Grant Award			
SUBGRANTEE:	Washoe County Sheriff's Office	CFDA / PROJECT NO:	97067HL5
ADDRESS:	911 Parr Blvd., Reno, NV 89512	NDEM DUNS:	607025848
PROJECT TITLE:	Department of Homeland Security (DHS) Grant FFY15 - State Homeland Security Program (SHSP)	SUB-GRANTEE DUNS:	608738455
GRANT PERIOD:	September 1, 2015 - August 31, 2017	FEDERAL GRANT FUNDS:	\$44,973.00
Special Notes:		MATCHING FUNDS:	
		TOTAL:	\$44,973.00

APPROVED BUDGET FOR PROJECT		
CATEGORY	TOTAL PROJECT COSTS	
Citizen Corps Program		\$44,973.00
FEDERAL GRANT TOTAL		\$44,973.00
SUB-GRANTEE MATCH TOTAL		

This award is subject to the requirements (federal, state, financial and program assurances) established by the Federal Government, the Nevada Department of Public Safety and the Nevada Division of Emergency Management. This award is subject to availability of federal funding.
 Special Conditions: (If Applicable) This project is approved subject to such conditions or limitations as set forth on the attached page(s).
 ATTACHMENTS: (1) FEDERAL & STATE ASSURANCES (2) FINANCIAL AND PROGRAM ASSURANCES (3) FEDERAL CERTIFICATIONS
 (4) SCOPE AND TIMELINE OF WORK (5) LINE ITEM DETAILED BUDGET

AGENCY APPROVAL		SUBGRANTEE ACCEPTANCE	
Caleb S. Cage, Chief		Chuck Allen, Sheriff	
Name and Title of Appointing Official		Name and Title of Appointing Official	
X	<i>Caleb S. Cage</i> 8/26/2015	X	
Signature of Approving Official	Date:	Signature of Approving Official	Date:

Chief
 Designee
J 8-26-15

ORIGINAL



**STATE OF NEVADA
DEPARTMENT OF PUBLIC SAFETY (NDPS)
DIVISION OF EMERGENCY MANAGEMENT (NDEM)**

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Citizen Corps Program		\$44,973.00
FEDERAL GRANT TOTAL		\$44,973.00
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AGENCY APPROVAL	SUBGRANTEE ACCEPTANCE
Caleb S. Cage, Chief Name and Title of Appointing Official	Chuck Allen, Sheriff Name and Title of Appointing Official
X <i>Caleb S. Cage</i> 8/26/2015 X Signature of Approving Official Date:	X Signature of Approving Official Date:

Chief
Designee
8-26-15

CONFIRMATION COPY